

MEMORANDUM FOR: Deputy Director for Operations

FROM: Thomas B. Yale
Director of Finance

SUBJECT: Independence of Class A Finance Officers

1. This memorandum is to recommend that the Finance Officers at stations under Class A Accounting and Reporting Procedures should be responsible directly to the Chief of Station.

2. At most Class A stations with separate Support and Finance Officers, the Finance Officer is administratively responsible to Chief, Support, rather than to the Chief of Station. We believe this tends to diminish the independence of the Finance Officer and deprives the Chief of Station and the Finance Officer of the benefits that would result from day to day direct communication. There is attached as a matter of interest at Tab A a memorandum prepared when Mr. Knoche was DDCI describing in some detail the functions of the Class A Finance Officer.

3. Direct reporting and the discussions incident thereto would enable the Finance Officer to obtain more first hand insight into station programs and activities. The Finance Officer would, based on this information, be in a position to participate more effectively as a team member in the budget formulation and execution process with the Chief of Station and with Case Officers and Branch Chiefs. He would have better insights on the basis of discussion with the Chief of Station as to the kinds of information, reporting formats, etc., that would be most useful to him. The Chief of Station would have a better understanding of the capabilities of the Finance Officer to assist him in the financial management of the station.

4. I will be pleased to meet with you to elaborate on the merits of this proposal if you wish.

(signed) Thomas B. Yale

Thomas B. Yale

Att. :

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